

## **RESOLUTION NO.**

### **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BURLINGAME DECLARING ONE OR BOTH PARCELS COMPOSING PARKING LOT H AS SURPLUS LAND PURSUANT TO THE SURPLUS LAND ACT AND AUTHORIZING THE CITY MANAGER TO PREPARE, PUBLISH, AND DISTRIBUTE A NOTICE OF AVAILABILITY FOR ONE OR BOTH PARCELS**

**WHEREAS**, on February 24, 2025, the City executed a Tenant Improvement Agreement, Lease Agreement, and Purchase and Sale Agreement for 1440 Chapin Avenue to serve as the City's new City Hall pursuant to Resolution No. 015-2025; and

**WHEREAS**, in order to finance the \$34,500,000 purchase of the new City Hall, the City will use the General Fund, bonds, and the sale of City owned property; and

**WHEREAS**, the sale of City owned property will either require the City to take on less debt to finance the purchase of 1440 Chapin Avenue or allow the City to pay off a portion of the debt the City will acquire to finance the purchase of 1440 Chapin Avenue; and

**WHEREAS**, Parking Lot H is located across El Camino from Downtown Burlingame and is not generally as full as other parking lots located in and around Downtown Burlingame; and

**WHEREAS**, Parking Lot H is 32,922 square feet, but it is composed of two separate parcels; and

**WHEREAS**, APN No. 028-285-250 is 8,500 square feet and zoned R-1 Low Density Residential; and

**WHEREAS**, APN No. 028-285-290 is 24,422 square feet and zoned R-3 Medium/High Density Residential; and

**WHEREAS**, before the City can sell either or both of the parcels composing Parking Lot H, the Surplus Land Act (Cal. Gov't. Code Section 54220 et seq.) requires the City to adopt a Resolution declaring the land surplus and then requires the City to prepare a Notice of Availability for the California Department of Housing and Community Development (HCD) to review, before publishing and distributing the Notice of Availability to local agencies and housing developers; and

**WHEREAS**, on May 19, 2025, the City Council adopted Resolution No. 050-2025, which directed the City Manager to prepare, publish, and distribute a notice of availability for the lease or sale of one or both of the parcels composing Parking Lot H; and

**WHEREAS**, staff received additional advice from the City's Surplus Land Act consultants, who recommend that the City only authorize the sale of one or both of the parcels composing Parking Lot H.

### **NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BURLINGAME RESOLVES AS FOLLOWS:**

1. The City Council hereby directs the City Manager to complete one of the following courses of action:
  - a. Declare the entirety of Lot H to be surplus land, with the intention of selling both parcels composing Parking Lot H through a single transaction.

- b. Declare the entirety of Lot H to be surplus land, with the intention of selling each parcel composing Parking Lot H separately.
  - c. Declare the entirety of Lot H to be surplus land, with the intention of allowing a buyer to purchase both parcels composing Parking Lot H through a single transaction or allowing a single or multiple buyers to purchase each parcel separately.
  - d. Declare APN No. 028-285-250 to be surplus land, with the intention of selling only APN No. 028-285-250.
  - e. Declare APN No. 028-285-290 to be surplus land, with the intention of selling only APN No. 028-285-290.
2. The City Council hereby directs the City Manager to provide this Resolution to HCD, along with a Notice of Availability for the above parcel(s). Upon approval by HCD, the City Manager is hereby authorized to publish and distribute the Notice of Availability.

---

Peter Stevenson, Mayor

I, Meaghan Hassel-Shearer, City Clerk of the City of Burlingame, do hereby certify that the foregoing Resolution was introduced at a regular meeting of the City Council held on the 7<sup>th</sup> day of July, 2025, and was adopted thereafter by the following vote:

AYES: Councilmembers:  
NOES: Councilmembers:  
ABSENT: Councilmembers:

---

Meaghan Hassel-Shearer, City Clerk